Mathematics and Science Partnership Request for Proposal

FREQUENTLY ASKED QUESTIONS

1. **What funds are available?**
   There is approximately $3 million to award to MSP recipients.

2. **What amount of funds should each applicant propose?**
   Budgets should reflect the size and scope of each applicant's proposed program. Factors that might affect costs include, but are not limited to, the number of teachers included, the amount and type of professional development offered, and the type of evaluation designed, etc. It must be noted that proposed funds are subject to review by the Indiana Department of Education (IDOE) upon award.

3. **Where is the list of eligible local education agencies (LEAs)?**
   Interested applicants will need to find an eligible partner by reviewing the eligibility criteria outlined in the Request for Proposal. Relevant state school data to help determine whether or not a specific LEA is eligible is located on the Indiana Department of Education's Accountability System for Academic Progress Web site: www.doe.state.in.us/asap. Interested applicants are encouraged to communicate directly to form eligible partnerships.

4. **Are charter schools eligible to apply?**
   Yes.

5. **Does an LEA have to have math and/or science in its school improvement plan to apply?**
   Yes.

6. **If an LEA had a change in its school improvement plan, do they need to submit proof of the change?**
   Yes. If a change to a school improvement plan has been made that is not reflected in the information IDOE has in-house, written and signed proof of a change must be submitted with the grant application.

7. **Are LEAs required to partner with an institution of higher education?**
   Yes. Partnerships <u>must</u> include an eligible local education agency <u>and</u> a science, engineering, or mathematics department from an institution of higher education.

8. **Can LEAs partner with other LEAs?**
   Yes. An eligible LEA(s) can partner with other LEAs as long as the eligible LEA is an equal partner in all activities and acts as the fiscal agent.

9. **Can LEAs partner with more than one institution of higher education and/or other organization?**
   Yes.

10. **Can LEAs partner with an institution of higher education from a neighboring state?**
    Yes.

11. **Can LEAs partner with an institution of higher education that is private?**
    Yes.

12. **Can institutions of higher education and/or other organizations be partners for more than one application?**
    Yes.

13. **Can institutions of higher education and/or other organizations contact eligible LEAs?**
    Yes.

14. **Can institutions of higher education and/or other organizations contact LEAs to determine if they are eligible?**
    Yes.

15. **Can institutions of higher education and/or other organizations complete the application process on behalf of the LEA?**
    Applications must reflect collaborative efforts in the program design; writing responsibilities are to be determined by the partnership. It should be noted that all communication from the IDOE will be with the eligible LEA applicant.

16. **Are applicants required to apply for all three Indiana foci?**
    No. Applicants can pick among the three Indiana foci.

17. **Are applicants required to focus on a specific grade span?**
    Applications should focus on various grade spans between Kindergarten and Grade 9, but <u>must</u> include the middle school grade levels defined as grades 6, 7, and 8. For example, an application that focuses on grades K-8 is acceptable. However, an application that focuses on grades K-6 is not. The middle school grades (6, 7, 8) <u>must</u> be included.

18. **What does the State mean by "Pre-AP/AP"? Does this mean that only AP courses or those courses that immediately precede AP courses are the only eligible areas?**
Pre-AP programs should include teachers of any course up to the AP course. For example, a grade 6 through Pre-Calculus program would be acceptable; however, a grades 6-8 program would not be acceptable.

19. **What does the State mean by "comprehensive needs assessment"?**
The section of the application that relates to the needs assessment should include all information and data used to determine why the proposed program is necessary. Essentially, the needs assessment should convey the reasons why the school(s) served need the program and must provide proof of this assessment, such as results from a teacher survey, student test data etc. It is highly suggested that the comprehensive needs assessment look at more than factor in determining need. For example, an application that includes teacher survey data and student test data will be considered stronger than an application that includes only one or the other.

20. **What might be used to complete a needs assessment?**
Applicants can use a variety of methods to complete a needs assessment including, but not limited to, the following: state test data, local test data, teacher surveys, teacher credential information, and professional development needs. Again, it is highly recommended that applicants use more than one method to complete a needs assessment.

21. **Can summer institutes be less than two weeks?**
No. Summer institutes must take place for no less than two weeks and must include follow-up during the school year.

22. **Does each day of the summer institute have to be eight hours?**
Summer institutes should be in session for a total of 80 hours. However this 80 hours is attained is up to the program design. For example, one design might include a two week summer institute with eight hour days; another design might include a two week summer institute of six hour days with outside assignments resulting in an eight hour day.

23. **What does the RFP mean by "teacher-faculty content time"?**
This is a reference to the amount of time LEA teachers spend with the higher education faculty.

24. **Can applications incorporate the work of education consultants, curriculum specialists, or teacher coaches?**
Yes.

25. **Can applications include costs for teacher stipends?**
Yes.

26. **Can applications include costs for overseas study?**
Overseas study is not recommended due to the numerous administrative regulations on overseas travel. In order to be approved, the overseas study would need to be integral to the design and evaluation of the program.

27. **What are indirect costs?**
Please see the last bullet under "Other" at the following web address for your indirect cost rate: www.doe.in.gov/esea/welcome.html.

28. **Can applications include costs for an external evaluator?**
Yes. They must include costs for an external evaluator since this is a required part of the application.

29. **Can external evaluators be part of an institution of higher education?**
Yes.

30. **Do teacher and student data need to be used in the annual evaluation of the grant?**
Yes. Grants will need to report annually on student progress, by way of student pre- and post-test data. ISTEP+ is the best choice for mathematics and applicable science grade levels. For those grade levels in science where ISTEP+ tests are not administered, another test should be used, such as, but not limited to, NWEA or Acuity.

Grants will also need to report annually on teacher progress of content knowledge, by way of teacher pre- and post-test data.

31. **What criteria will be used to evaluate and score applications?**
The scoring criteria and point system is included in the RFP.

32. **How many applications are likely to be received and reviewed?**
It is difficult to project the number of applications that will be received and reviewed. Based on past history of the program, it is likely that 15-20 applications will be received.

33. **How many grants will be awarded?**
It is difficult to project the number of applications that will be awarded. Interested applicants can look at the Indiana MSP Web site to review the profiles of past recipients.

34. **Who scores the MSP applications?**
Applications are scored by a group of experienced educators (K-12 and higher education) in the areas of mathematics and science.

Learn more about Indiana's Mathematics and Science Partnership Program at www.doe.state.in.us/esea/mathscience.